

SE-USA TIME REPORT

Employee Name: HOWARD E. Richardson Facility: 0612Weekly Time Report for WEEK ONE Ending: April 21, 2002 ~~2002~~Regular Hours: 32 Overtime Hours: _____ Total Hours: _____

Explain Overtime Hours: _____

Total Overtime Hours: _____

Date: 4/15 4/16 4/17 4/18 4/19 4/20 4/21

	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday	Sunday
In	9:00	9:00	9:00	9:00	9:00	9:00	
Out	5:00	5:00	5:00	5:15	6:00	10:00	
Time Off					Come Back	5:30	
Each Day						6pm	
Hours Worked	8	8	8		9	7.5	
Each Day	8	8	8		9	1.5	

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Weekly Time Report for WEEK TWO Ending: _____ 20

Regular Hours: _____ Overtime Hours: _____ Total Hours: _____

Explain Overtime Hours: _____

Total Overtime Hours: _____

Date: _____

	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday	Sunday
In							
Out							
Time Off							
Each Day							
Hours Worked							
Each Day							

010-38-2739
Social Security Number

Howard E Richardson
Employee's Signature

4/10/02
Date Submitted

Supervisor's Signature _____